Mentoring – Paris – 14 octobre 2014
The herbonauts : user guide

Historique des versions du document

Version	Date	Commentaire
1.0	14/10/14	Version initiale

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Diffusion

Site internet du GBIF France

Objectif du document

Description de la démonstration réalisée lors de la présentation sur les herbonautes durant le troisième workshop du Mentoring entre le GBIF Spain, le GBIF Portugal et le GBIF France.

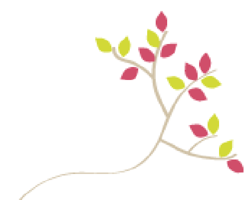




Table of contents



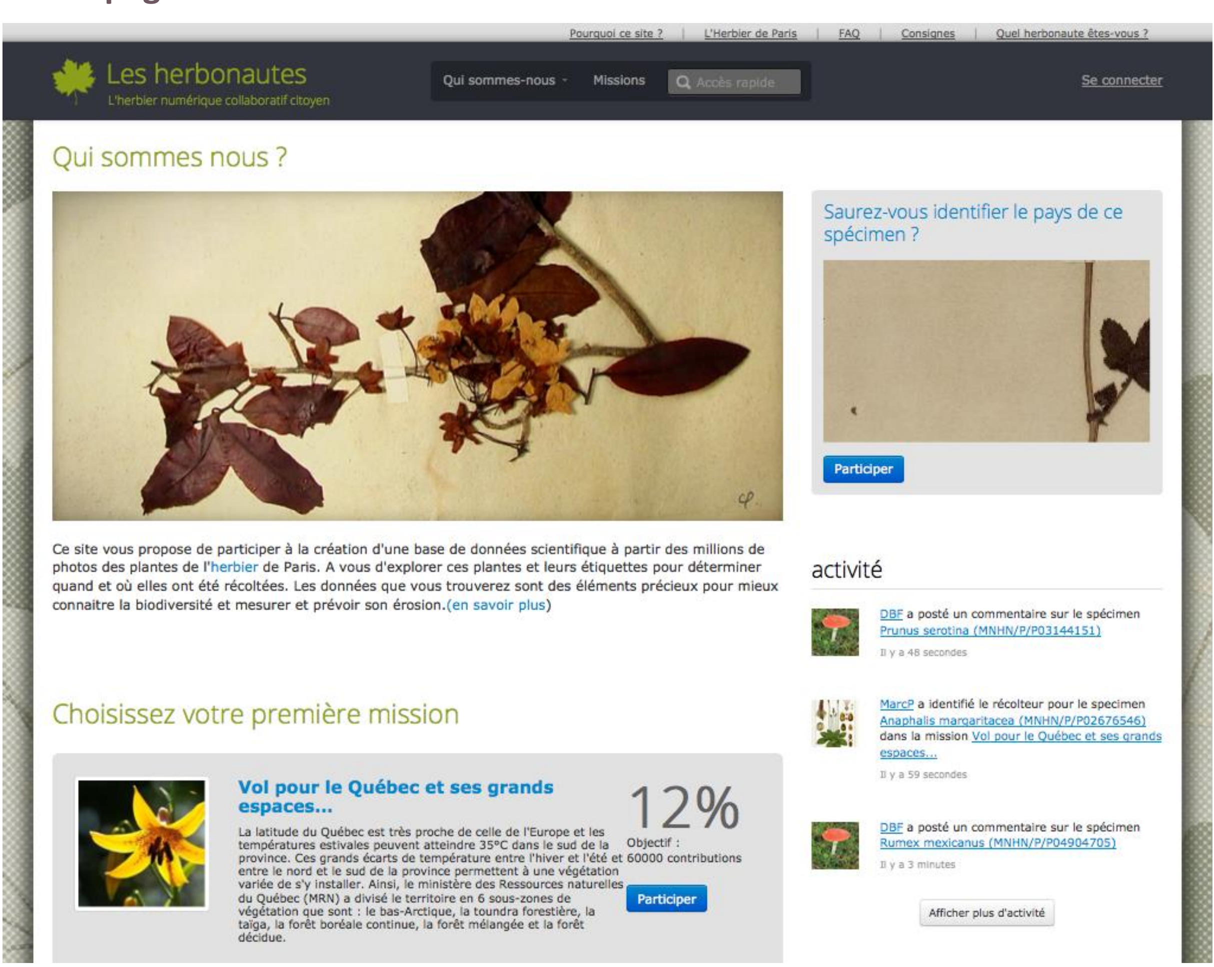




Editorial Part

Home page when the user is not connected

Home page



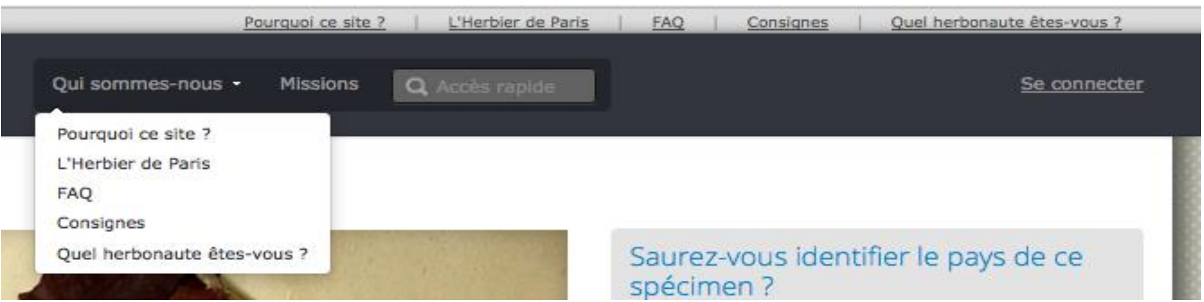
Screenshot 1: Home page

This page is divided in 4 parts:

- *"Who are we?"*: this part, illustrated by an image of a plant from the Paris Herbarium, explains why this website exists.
- *"Choose your first mission"* shows the last two missions with their description, name, goal and percentage already done. If you click on "Display all the missions", you will see all the existing missions (current, past and future).
- An example of a mission's specimen randomly chosen.
- Activity stream of the website.

Menu presentation

Why this website? : Explanation of the project
Paris herbarium: description of the main subject
FAQ: Frequently Asked Questions
Instructions: the user's guide for contributing to the website
Which herbonaut are you? : Survey about the game



Screenshot 2: Menu presentation

Home page when the user is connected

Connection



Screenshot 3: connexion page 1

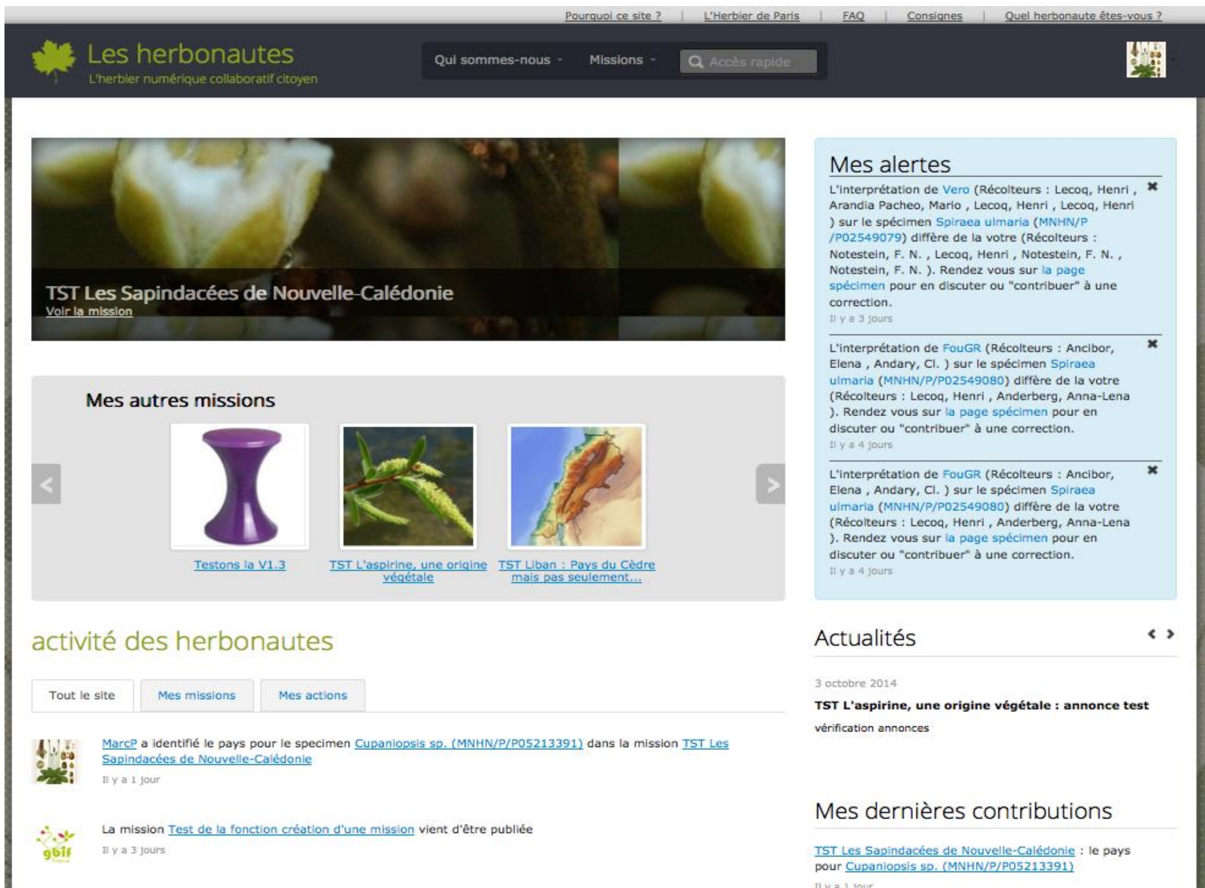
1. Click on the "log in" button.
2. Enter your login and password



Screenshot 4: Connexion page 2

3. If you forgot your password, click on the link "forgot my password" and enter your password or login. The system will send your new password by e-mail.

Home page



Screenshot 5: connected home page

This page is divided in 5 parts:

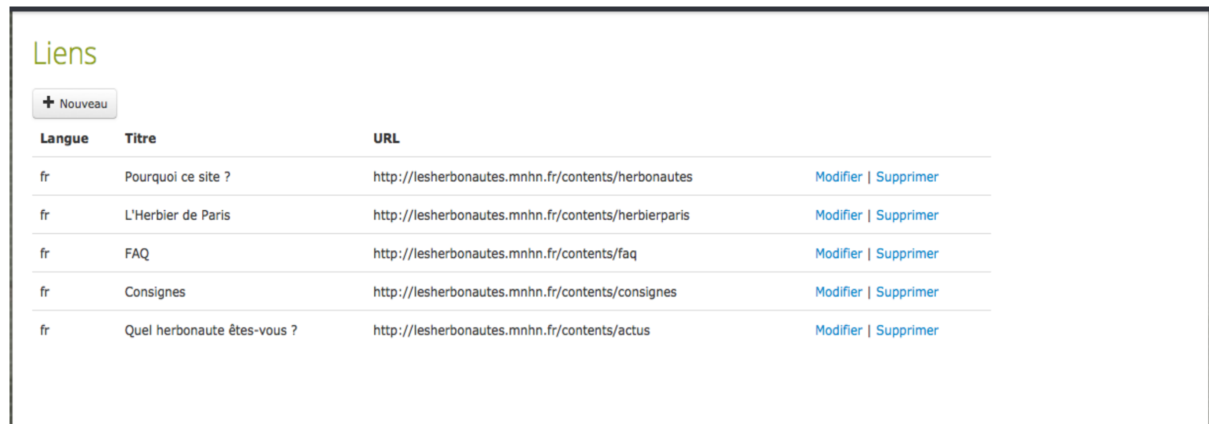
1. All of the missions that I contribute in with a highlighted mission.
2. Stream of my own alerts (conflicts)

3. Herbonauts activities on the website, in the missions where I contribute and relative to my own actions.
4. News stream

Modification of the editorial part

Link / URL / Title:

1. You need to connect as Admin.
2. Click on the profile picture and you will see the admin menu
3. Click on « menu link »



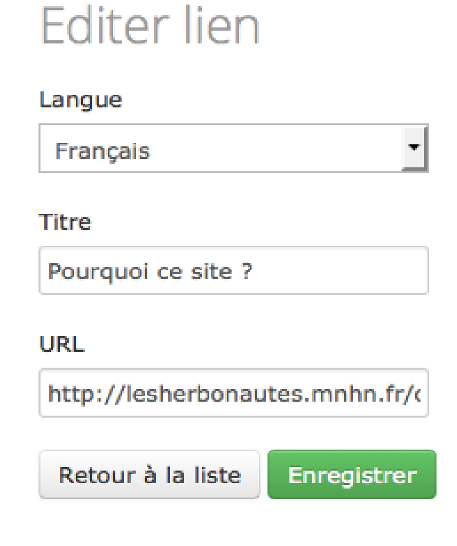
Liens

+ Nouveau

Langue	Titre	URL	
fr	Pourquoi ce site ?	http://lesherbonautes.mnhn.fr/contents/herbonautes	Modifier | Supprimer
fr	L'Herbier de Paris	http://lesherbonautes.mnhn.fr/contents/herbierparis	Modifier | Supprimer
fr	FAQ	http://lesherbonautes.mnhn.fr/contents/faq	Modifier | Supprimer
fr	Consignes	http://lesherbonautes.mnhn.fr/contents/consignes	Modifier | Supprimer
fr	Quel herbonaute êtes-vous ?	http://lesherbonautes.mnhn.fr/contents/actus	Modifier | Supprimer

Screenshot 6: Links

4. Click on Edit for any modification



Screenshot 7: Link edition

Content

1. You need to connect as Admin.
2. Click on the profile picture and you will see the admin menu
3. Click on « content»



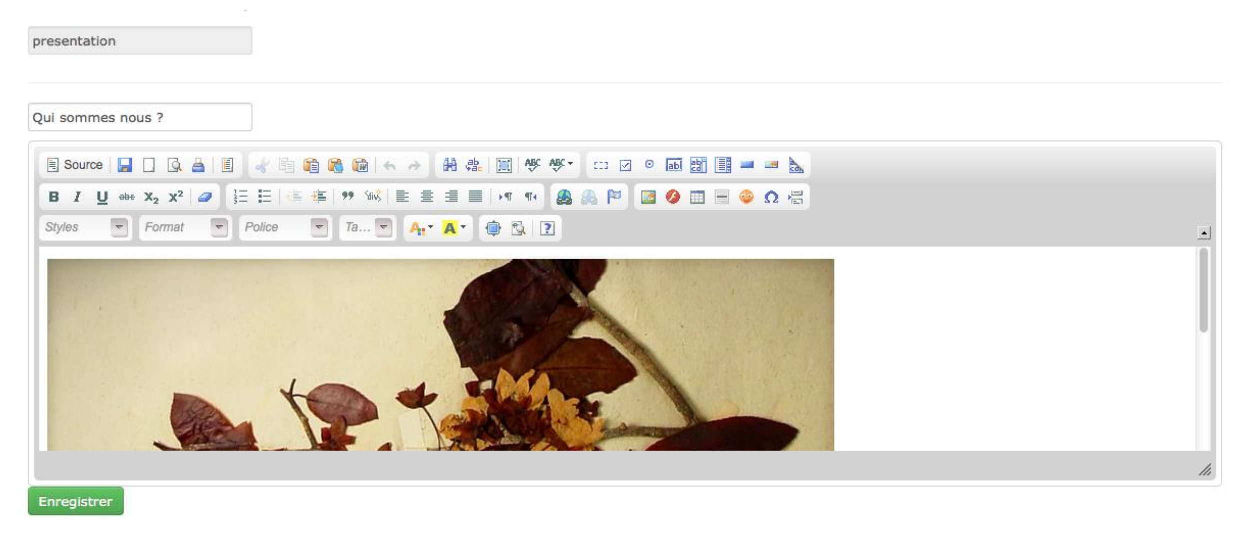
Contenu disponible

+ Nouveau

URL	Titre	
presentation	Qui sommes nous ?	Modifier
herbonautes	Pourquoi les herbonautes ?	Modifier
herbierparis	L'herbier de Paris	Modifier
faq	Foire aux questions	Modifier
tutoriel		Modifier
consignes	Quelques règles du jeu	Modifier
actus	Quel herbonaute êtes-vous ?	Modifier

Screenshot 8: existing contents

4. Click on Edit for any modification

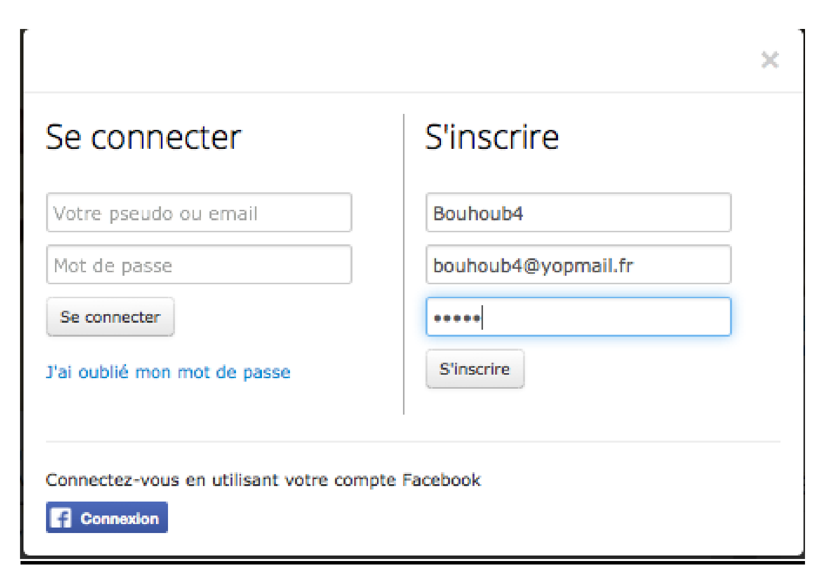


Screenshot 9: edit content

User

User creation

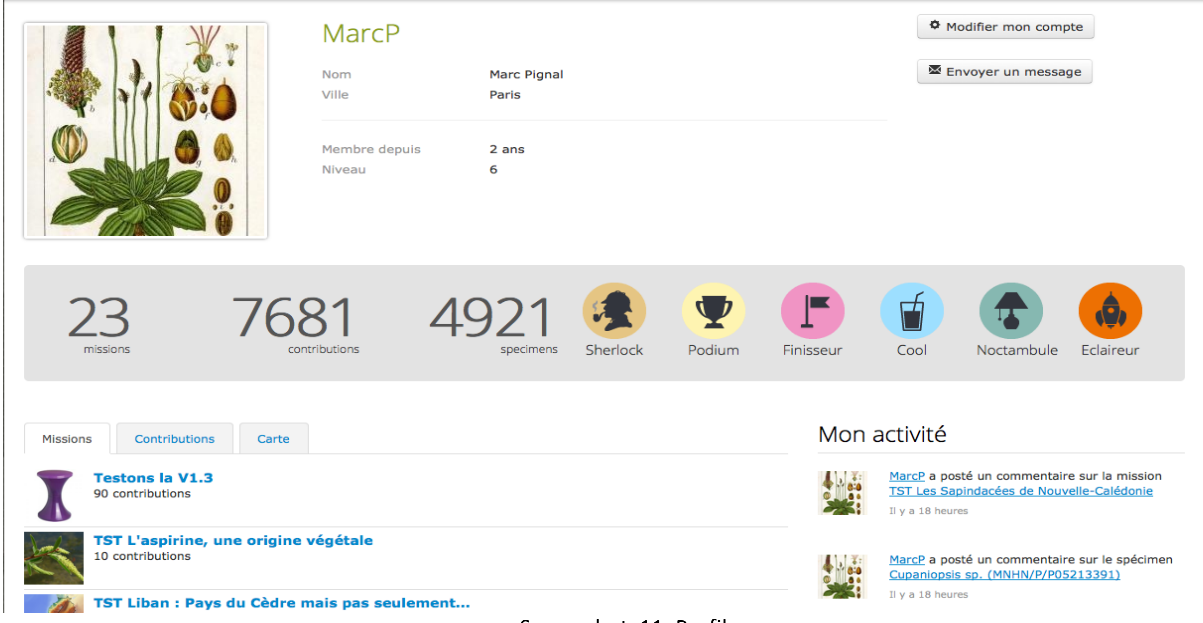
1. Click on "connect"
2. Enter your login, email and password. It is not possible to have two accounts with the same email.
3. Click on "register".



Screenshot 10: user creation

User management

Profile page



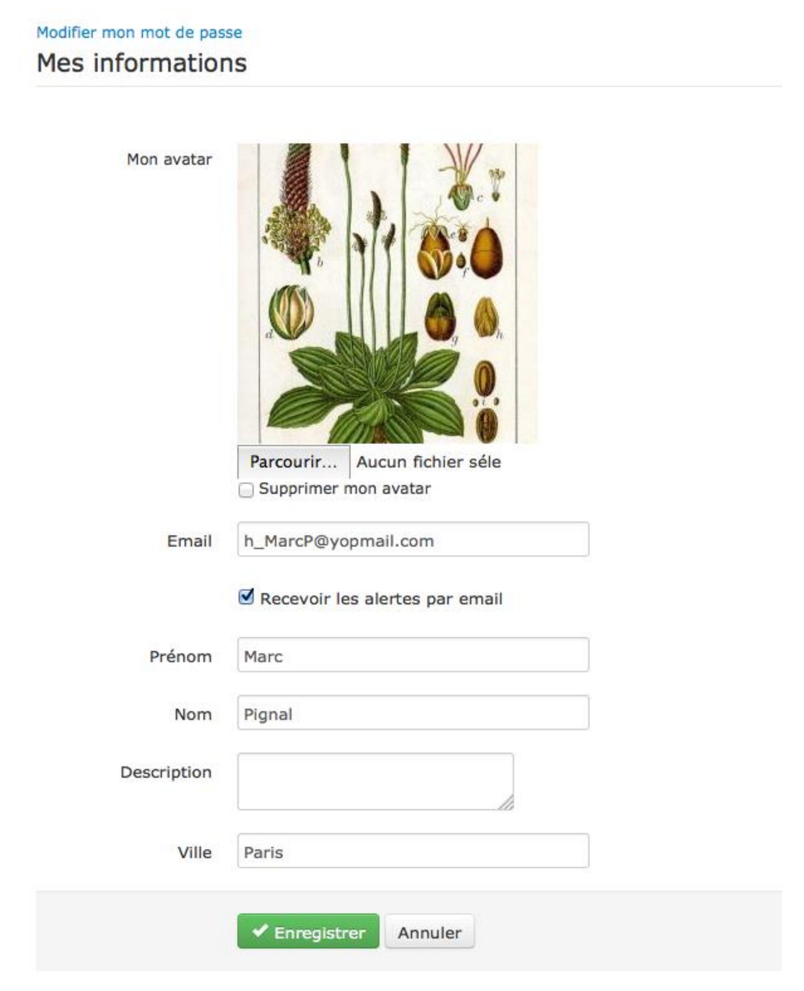
Screenshot 11: Profile page

Everybody can see this page even if the user is not connected. You can see your statistics (number of missions, number of contributions, number of specimen seen and badges won). You can see three different tabs:

a. The first one with the information on the missions in which you are registered.
b. The second one gives you information about your own contributions.
c. The last one shows you a map displaying the specimens that you have georeferenced.

You can see the flow of your own activity on the right.

Modification of your profile



Screenshot 12: modification of your profile

1. You can change your avatar, email, first name, last name, description and town. *It is not possible to modify your login*.

MarcP

Changer de mot de passe

Mot de passe actuel

Nouveau mot de passe

Confirmez

✔ Enregistrer Annuler

Screenshot 13: modification of your password

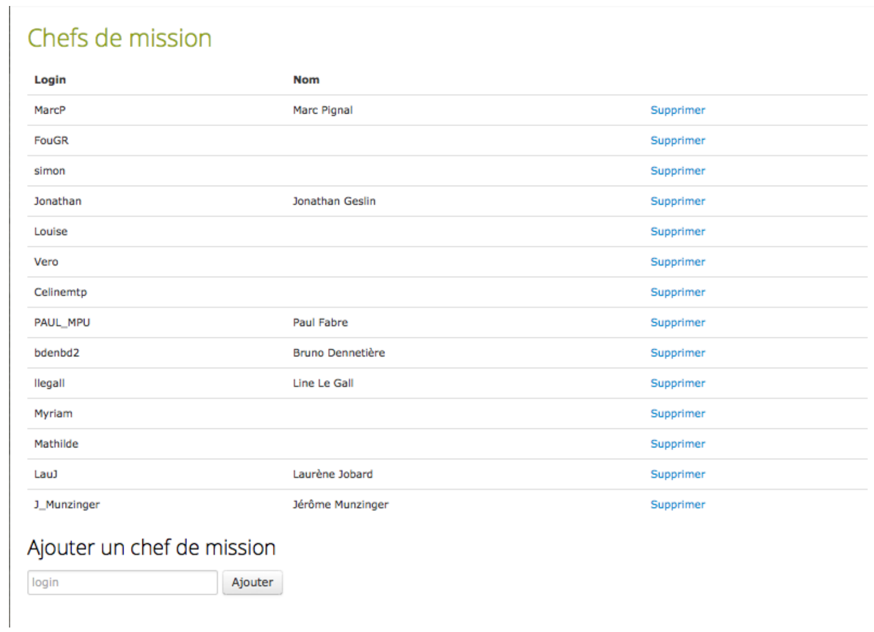
2. You can change your password.

Leader management

1. You can manage your profile (see user management).
2. You can create a mission (see mission part).

Administration management

1. You can manage your profile (see user management)
2. You can add or remove the leader role to a specific user.



Chefs de mission

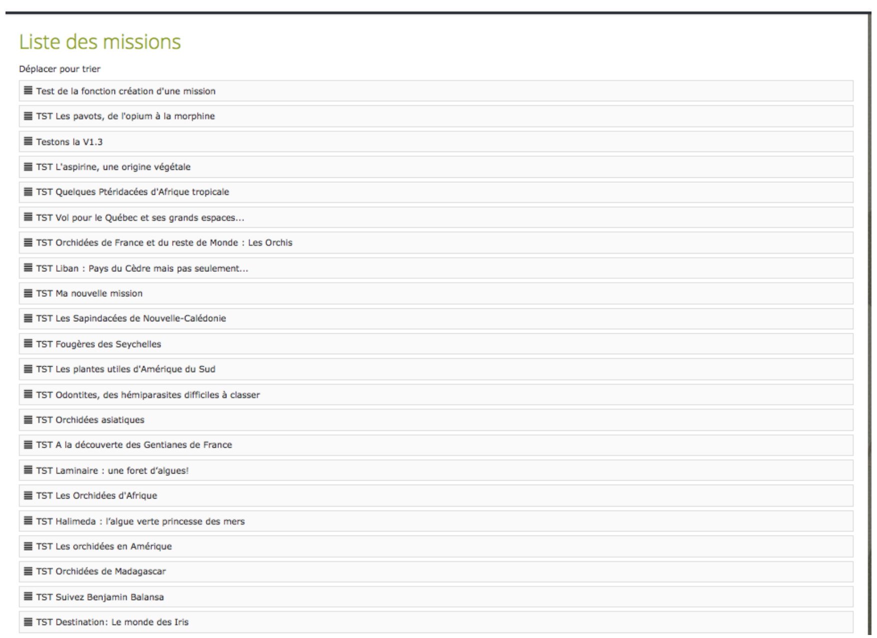
Login	Nom	
MarcP	Marc Pignal	Supprimer
FouGR		Supprimer
simon		Supprimer
Jonathan	Jonathan Geslin	Supprimer
Louise		Supprimer
Vero		Supprimer
Celinemtp		Supprimer
PAUL_MPU	Paul Fabre	Supprimer
bdenbd2	Bruno Dennetière	Supprimer
llegall	Line Le Gall	Supprimer
Myriam		Supprimer
Mathilde		Supprimer
LauJ	Laurène Jobard	Supprimer
J_Munzinger	Jérôme Munzinger	Supprimer

Ajouter un chef de mission

login Ajouter

Screenshot 14: List of the leaders

3. You can modify the links and contents of the menu (see editorial part)
4. You can modify the mission priority



Screenshot 15: List of the missions

5. You can manage the quizzes (see quiz part)

Quiz system

Quizzes management

There are six levels in the herbonauts. In order to win a level, you need to correctly answer all of the questions from a quiz.

Creation of a quiz

1. You need to connect as Admin.
2. Click on the profile picture and you will see the admin menu
3. Click on « Quiz management »
4. Click on « New Quiz »
5. You need to fill in a form with different information (name, level links to the new quiz, description, etc.)

Nouveau quiz

Nom

Niveau Hors mission

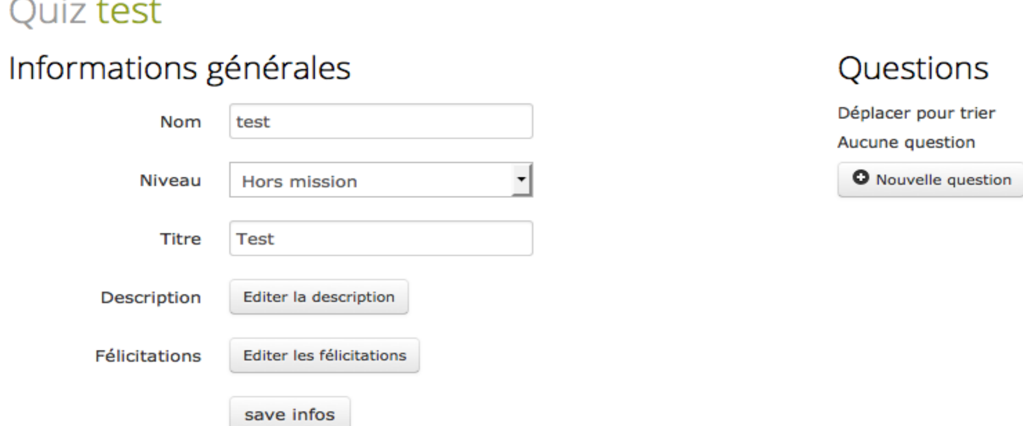
Titre

Description

Sauvegarder les informations

Screenshot 16: new quiz

6. Click on « Edit » for adding questions to this quiz and adding the congratulation message that will be shown to the user for correctly ending this quiz. You need to add at least one question by quiz.



Screenshot 17: quiz page

7. Click on « Add Question » for adding a question to the quiz. You can add a picture and you have to enter a question, a description of the question and propositions of answers.



Screenshot 18: Add question to a quiz

Edit a quiz

1. You need to connect as Admin.
2. Click on the profile picture and you will see the admin menu
3. Click on « Quiz management »
4. Click on « Edit » for modifying questions, the congratulation message, the title, etc.

Quiz

1. On the contribution page, a pop-up shows up when you are allowed to take the quiz. You can define on the configuration file how many contributions the user has to do before being able to take a quiz and win a level.

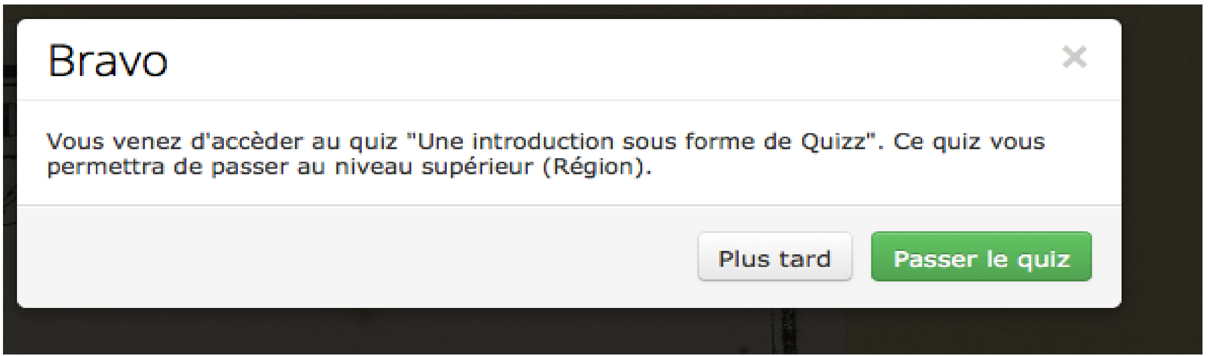


Figure 1: Popup "Access to a quiz"

2. If you go to the URL : /quiz/{name_of_quiz}



Test Question 1/1

Est-ce qu'il fait beau ?

- ☐ Non
- ☐ Oui
- ☑ 42

Valider

Test Question 1/1

Est-ce qu'il fait beau ? : Correct

- Non
- Oui
- **42**

Résultats

Test Question 1/1

Est-ce qu'il fait beau ? : Incorrect

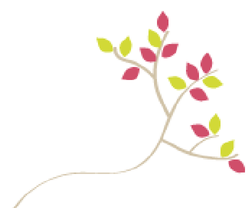
- Non
- Oui
- **42**

Résultats

Vous venez de terminer le quiz Test

1 erreur

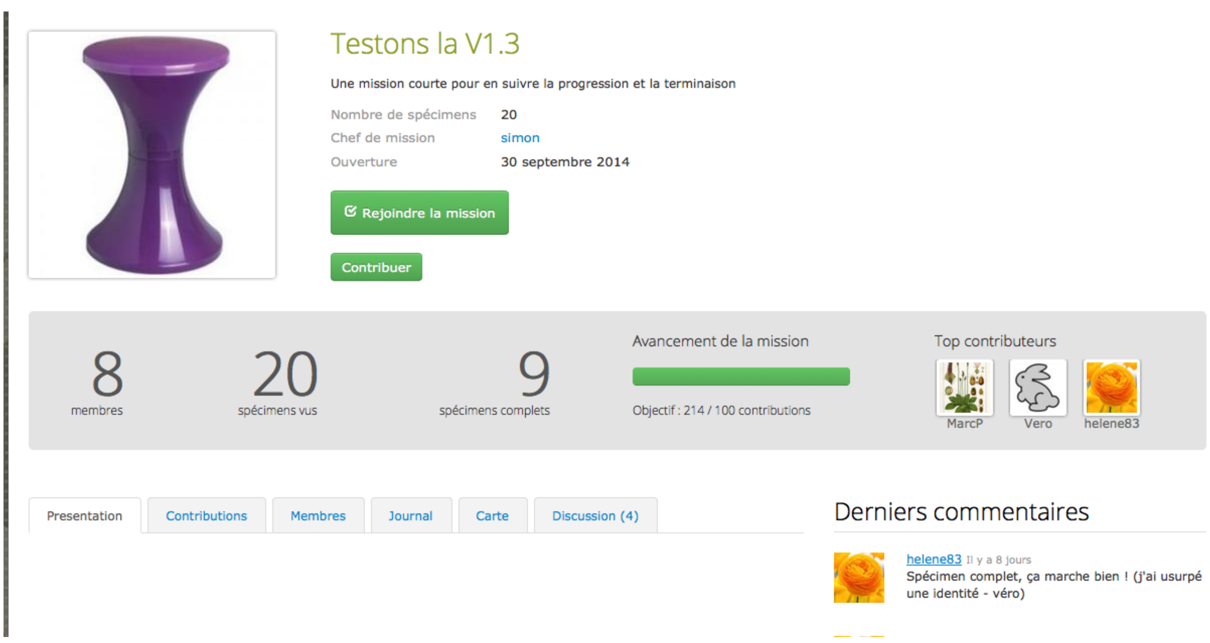
Repasser le quiz

Mission

Mission page

Description



Screenshot 19: Mission page

You can see different information about the missions: the leader's name, the total number of specimens, and the beginning date of the mission. You can see the statistics of the mission (members, number of specimens seen and complete specimens, the progress of the mission and the top contributors)

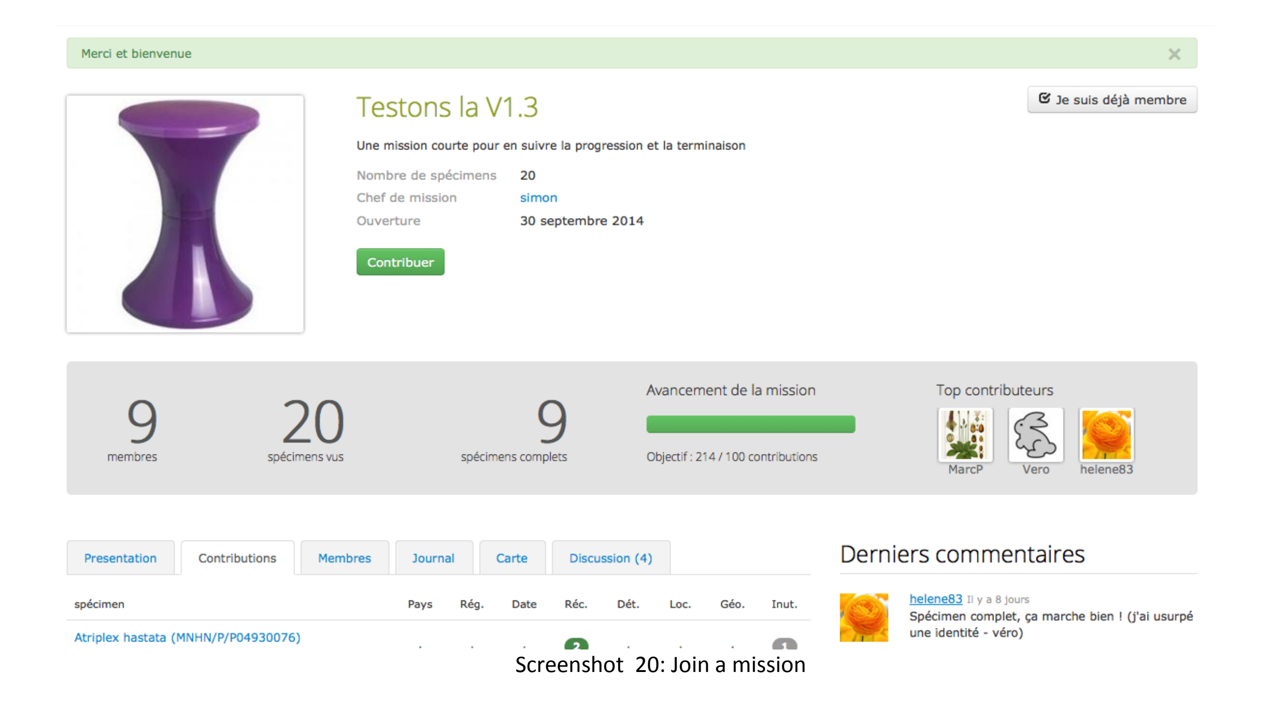
You have 7 tabs:

- *Presentation of the mission:* description of the mission by the leader
- *Contributions*: list of all the contributions made by the users on this specific mission.
- *Report*: when the mission is closed, the leader can add a report with a map and the result of this mission.
- *Members*: list of the members that contributed to the mission at least one time
- *Journal*:
- *Map*: map of the specimens geolocated by the user during the mission.
- *Discussion*: comments of the users on this mission

Last comments and activity stream are also shown on this page.

Participate to a mission

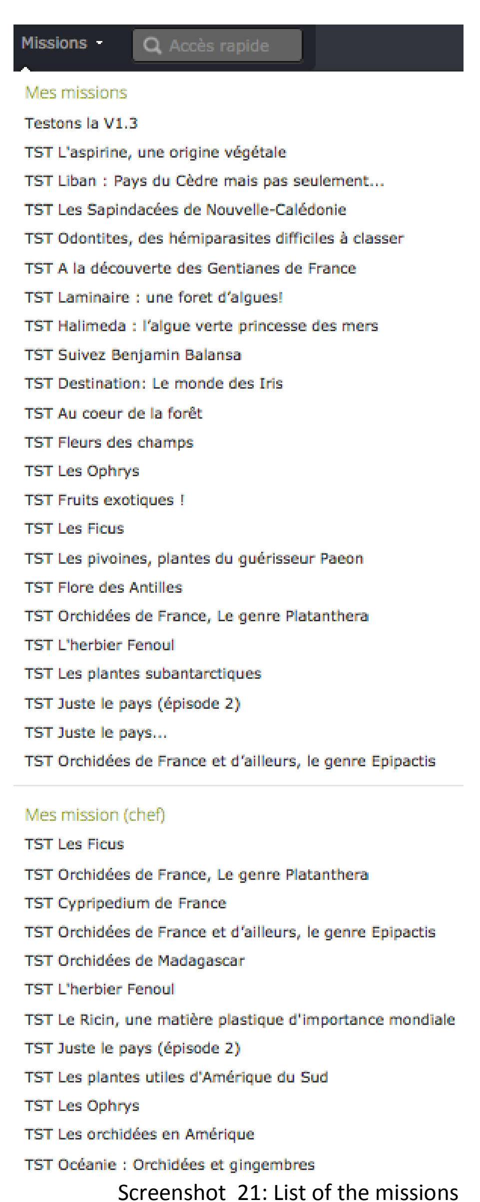
1. Click on the "Join the mission" button. You can leave the mission by clicking the "I am a member of this mission" button.
2. Click on "Contribute" to begin to contribute to this mission.



Screenshot 20: Join a mission

Mission link

The mission link allows you to directly access your missions, the missions that you created and the main missions' page.



Screenshot 21: List of the missions

Missions' page

1. You can access the mission page by clicking on the "mission" link on the menu.
2. You can access this page by using this URL: /missions.
3. When you are not connected, you can also access it by clicking the "Show all the missions" button at this end of the home page.
4. You can access this page from the contribution page



Screenshot 22: missions page

You can see all of the missions sorted in three separate tabs: current missions, future missions and closed missions.

Mission management

Mission creation

To describe a mission, you need a picture (thumbnail and full size), a title, short and full descriptions and you have to decide whether the mission will be published or not (visible by users).

To configure a mission, you need to define a first language, a target of contributions needed for closing a mission and an opening date. You can specify a unique country. In this case, the user will have to answer about county 1 and county 2.

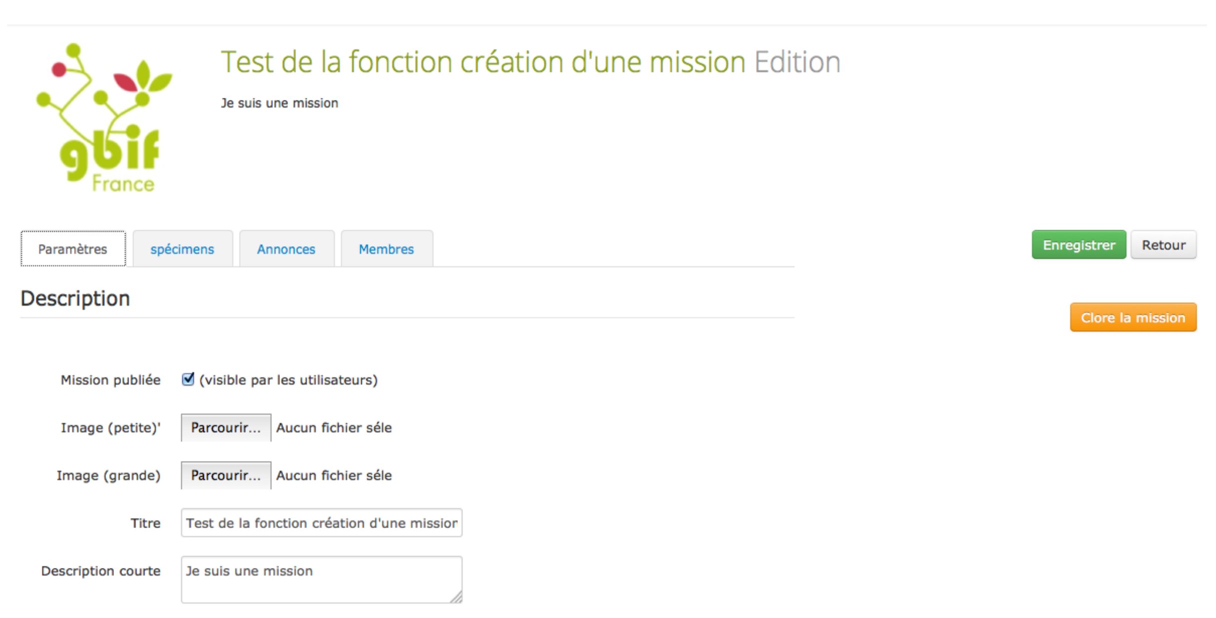
The "*add specimen*" tool does not work so you have to manually add your specimen on the database. You also need to connect the picture to the mission. This part is more complicated.

Mission management

You have 4 tabs:

- *Parameters*: displays the same information than the creation page and you can modify each field.

- *Specimens*: list of the specimens
- *News*: list of the news that the leader sent to the participants
- *Members:* list of the members (name, login, Facebook connection or not). The leader can send an email to a specific participant or can ban a user.



Screenshot 23: Mission creation page

You can close or re-open a mission by clicking on the "*closed*" button or "*re-open*"

Specimen

Specimen page

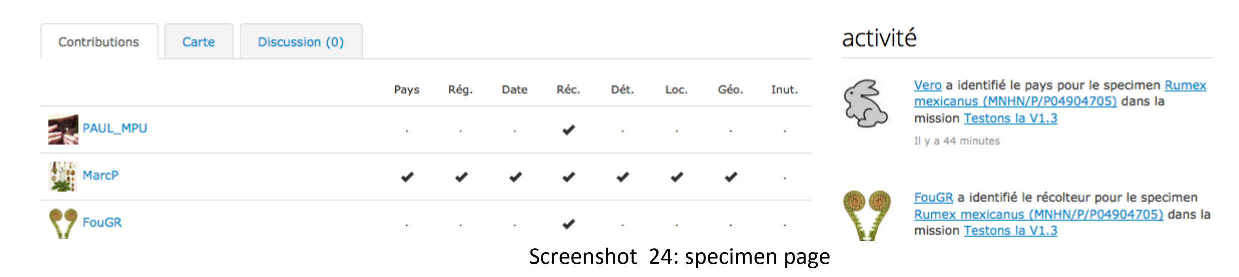
Access to the specimen page

1. By clicking on the link in the name of the specimen in all of the contributions tabs around the website.
2. By clicking on the link in the contribution page
3. By using the URL: /specimens/{institutionCode}/{DatabaseCode}/{SpecimenCode}

Specimen page







Screenshot 24: specimen page

Like the other pages, this one is divided in 4 blocs: description, statistics, tabs and activity stream.

You can see the validated information resulting of the different users contributions: country, county, date, collector, identified by, locality, geolocation.
The other information is linked to the specimen itself: the tropicos link and the missions using this specimen.

You can see the statistics of the mission (how many contributions and how many contributors)

There are 3 tabs when you are not a leader and 4 tabs in the other case:

- *Contributions*: list of all the contributions made by the user on this specific mission.
- *Detailed contribution: (just for the leader)* list of the informations for each contribution.
- *Map*: map of the specimens geolocated by the user during the mission.
- *Discussion*: comments of the user on this specimen

You can see the stream of the specimen activity (last contribution made on it).

Contributions | Contributions (détail) | Carte | Discussion (1)

	Pays	Rég.	Date	Réc.	Dét.	Loc.	Géo.
protea	**Polynésie Française** 26/09/2013 09:39:58	**(Polynésie Française)** 26/09/2013 09:40:01	**Le 10 juillet 1997** 26/09/2013 09:40:07	**Perlman, S. , Wood, K. , Luce, J.P.** 26/09/2013 09:41:06	**Perlman, S.** 26/09/2013 09:41:06	**Marquesas Islands: Tahuata: back of valley of Vaitahu village along road to Keiae; also weed in village of Vaitahu, 45 ft. elev.** 26/09/2013 09:42:22	**-9.93786 - -139.1076** 26/09/2013 09:42:54
marino	**Polynésie Française** 28/09/2013 11:46:03	**(Polynésie Française)** 28/09/2013 11:46:07	**Le 10 juillet 1997** 28/09/2013 11:46:21	**Perlman, S. , Wood,K. , Luce, J.-P.** 28/09/2013 11:47:44	**Lorence,D.,H.** 28/09/2013 11:47:44	.	.
PhilGood17	**Polynésie Française** 05/05/2013 04:53:10	**(Polynésie Française)** 05/05/2013 04:53:23	**Le 10 juillet 1997** 05/05/2013 04:53:37	**Perlman, S. , Wood, K. , Luce, J.-P.** 05/05/2013 04:56:45	**Pas d'information** 05/05/2013 04:56:45	**Marquesas Islands. Tahuata: back of valley of Vaitahu village along road to Keiae. Also weed in village of Vaitahu, 45 ft. elev.** 05/05/2013 05:03:51	**-9.93805 - -139.10773** 05/05/2013 05:03:02
ct	**Polynésie Française** 05/05/2013 02:35:20	**(Polynésie Française)** 05/05/2013 02:35:24	.	.	.	.	.
pinpon33	**Polynésie Française** 04/09/2013 09:43:11	**(Polynésie Française)** 04/09/2013 09:43:16	**Le 10 juillet 1997** 05/09/2013 04:39:41	**Perlman, S. , Wood, K. , Luce, J.-P.** 05/09/2013 04:41:00	**Lorence, D.H.** 05/09/2013 04:41:00	**Tahuata,back of valley de Vaitahu village along road to Keiae** 05/09/2013 10:50:19	**-9.945814 - -139.06665** 05/09/2013 10:53:32

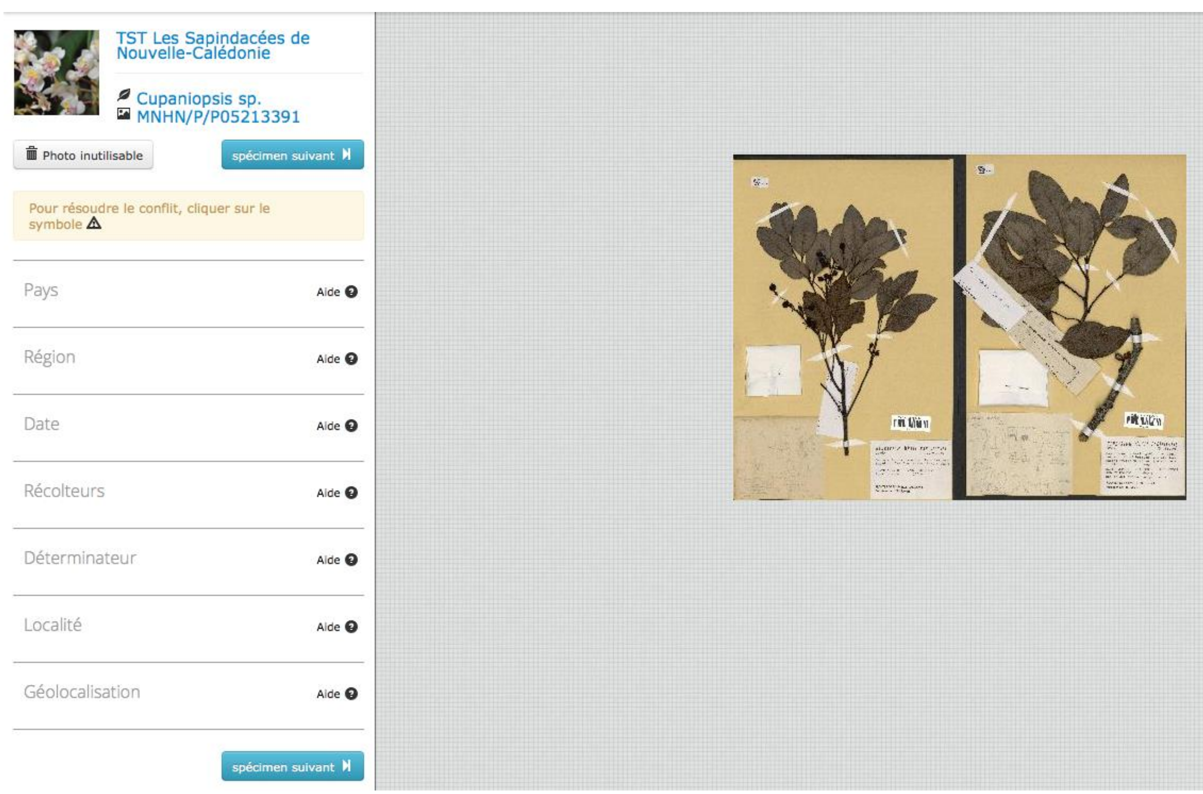
Screenshot 25 : tab in the specimen page

Contribution

Contribution page

Access to the contribution page

1. Go to a mission page and click on "contribute". This way uses the random draw.
2. Go to a specimen page and click on "contribute". This way does not use the random draw.
3. Use the URL: /missions/{missionId}/specimens/{specimenId}
4. In the contribution page, if you click on the "next specimen" button, you will access to another contribution page using the random draw.



Screenshot 26: contribution page

Image of the plant

1. You can zoom on the image to see more detail.
2. You can move the image to see each label.



Screenshot 27: image of the plant in the contribution page

Description of the specimen

1. You have a image of the specimen
2. Links to the mission page, to the specimen and to the species page (list of others specimens from the same species)
3. You have the unusable image button and the next specimen



Screenshot 28: Description of the specimen in the contribution page

Contribution Type

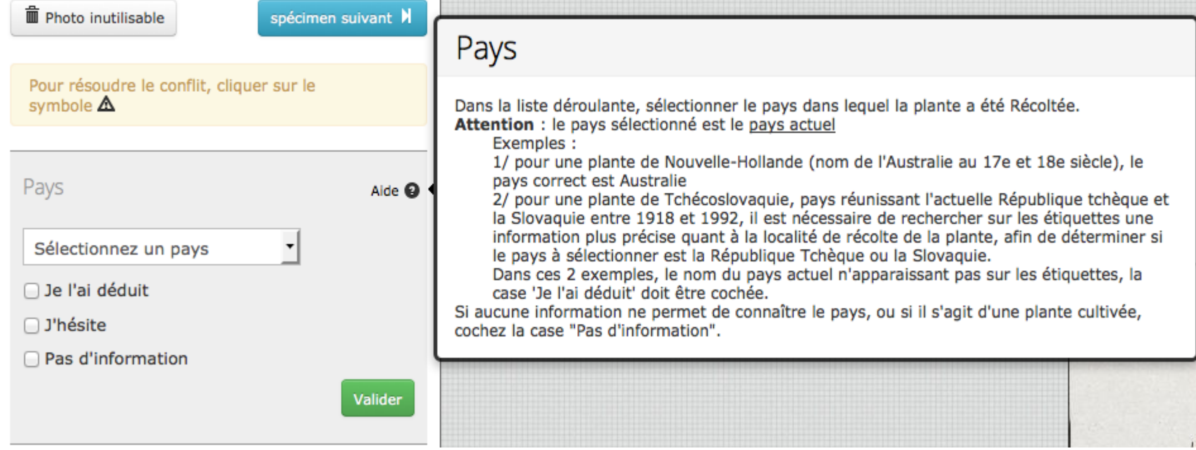
You have 7 different contribution types: country, region, sub region, date, collector, identified by, locality and geolocation.

Country contribution

You can select a country on a control vocabulary using a drop-down list. You have three check boxes:

- If the information is not written on the label, click on "no information"
- If you gathered the information through other informations as town or department, click on "I deduced"
- If you are not sure of your answer, click on "I hesitate".

You can access the help by clicking on the "help" sign.



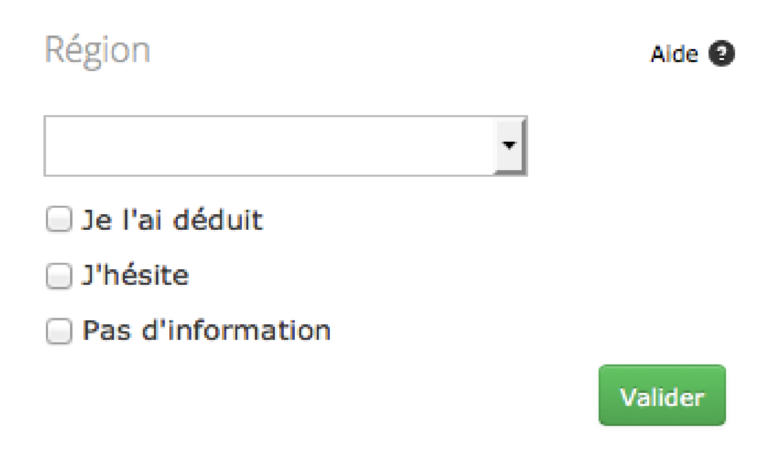
Screenshot 29: country contribution

Region contribution

You can select a region in a controlled vocabulary based on the country chosen using a drop-down list. You have three check boxes:

- If the information is not written on the label, click on "no information"
- If you gathered the information through other informations as town or department, click on "I deduced"
- If you are not sure of your answer, click on "I hesitate".

You can access the help by clicking on the "help" sign.



Screenshot 30: Region contribution

Sub region contribution

If the country is set for the entire mission, you don't see the country contribution but the sub region contribution.
You can select a sub-region (department or town) in a controlled vocabulary based on the country chosen using a drop-down list.
You have three check boxes:

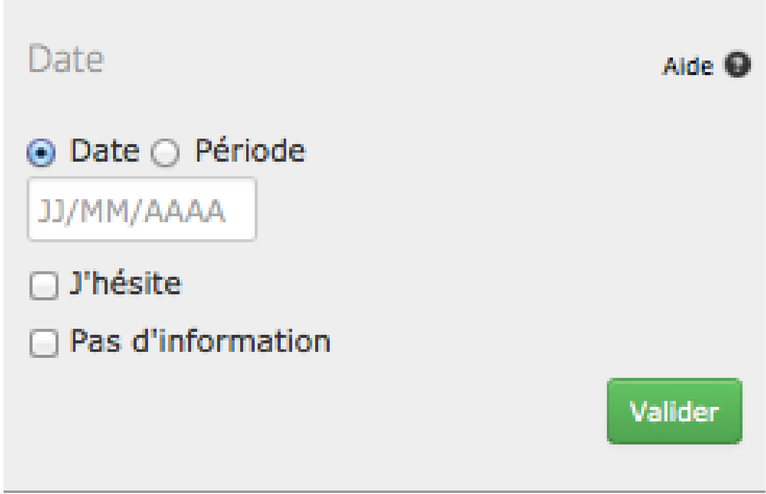
- If the information is not written on the label, click on "no information"
- If you gathered the information through other informations as town or department, click on "I deduced"
- If you are not sure of your answer, click on "I hesitate".

You can access the help by clicking on the "help" sign.

Date contribution

Fill in with the date of the collect: a date or a period. You can be confronted with three different cases:

- The exact date is indicated on the label: write the date using the format JJ/MM/AAAA (example: 27/12/1934)
- A date is indicated as a period: write the date using a period format as 'Between JJ/MM/AAAA and JJ/MM/AAAA'
  Example: if the indication written on the label is 'march 1875', you need to enter the period 'between 01/03/1875 and 30/03/1875'.
  For the indication date 'missions 1870-1872', you need to enter the period 'between 01/01/1870 and 31/12/1872'.
- If no information enables you to know the date on the label, check the box 'No information'



Screenshot 31: Date contribution

Collector contribution

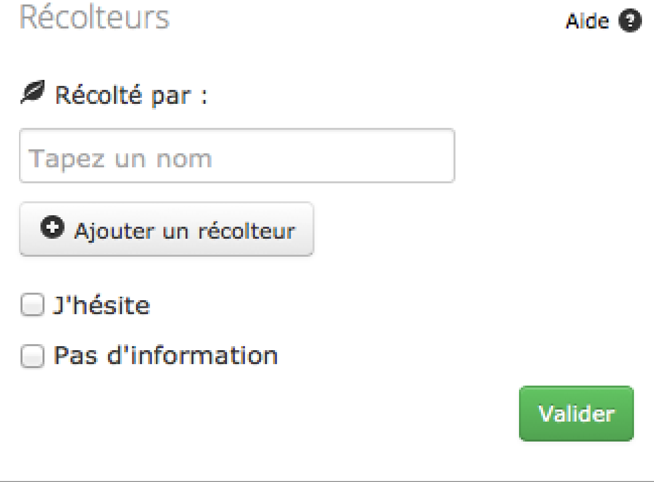
Enter the name of the botanist that has collected the plant, as indicated on the label, using the format "Name, initial of the first name ", (ex: Dupont, T.). With the validation of your contribution, the botanist will be registered.

Then if you enter the first letters of the botanist name, a list of available names will be displayed, you just have to select the right name;

If there is more than one collector written on the label, you can indicate other botanists by clicking on the button 'Add a collector' using the same system as explained above.

You have two check boxes:

1. If the information is not written on the label, click on “no information”
2. If you are not sure of your answer, click on “I hesitate”.



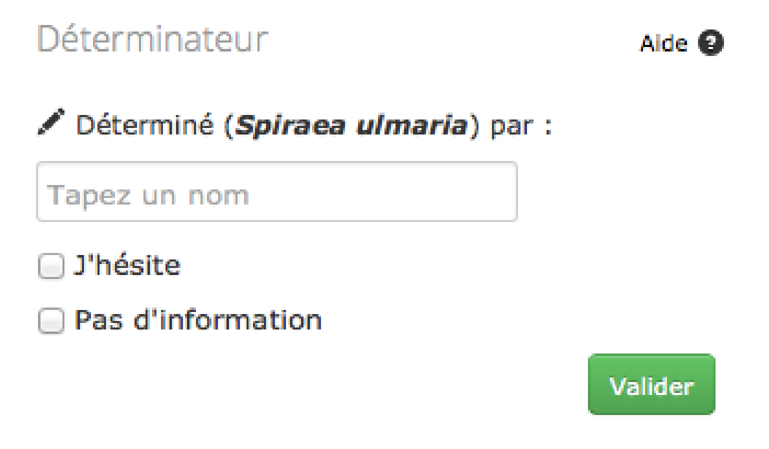
Screenshot 32: Collector contribution

Identified by contribution

Enter the name of the botanist that identified the plant. If no information enables you to know the botanist, check the box "No information".

You have two check boxes:

1. If the information is not written on the label, click on "no information"
2. If you are not sure of your answer, click on "I hesitate".



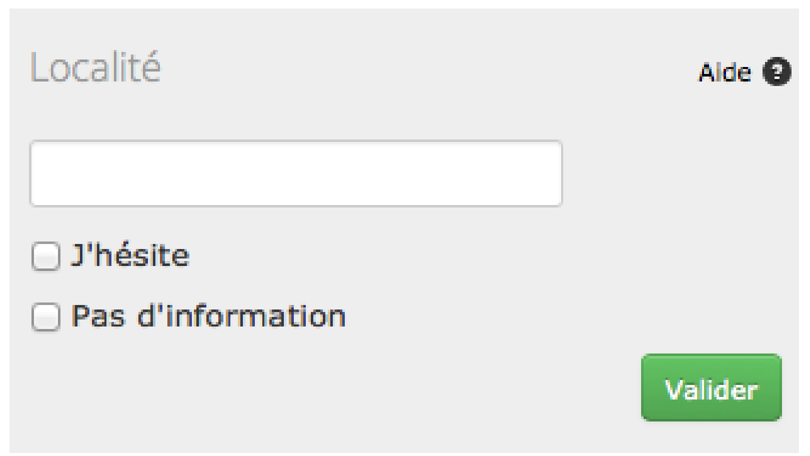
Screenshot 33: Identified By contribution

Locality contribution

Transcribe, with accuracy, the geographic data of the locality where the plant has been collected that is written on the label. Observe word order, language, orthography, and abbreviations.

You have two check boxes:

1. If the information is not written on the label, click on “no information”
2. If you are not sure of your answer, click on “I hesitate”.



Screenshot 34: Locality contribution

Geolocation contribution

Write the Geolocation of the plant collect site. You have two different ways to do this:

- Enter directly the geographic coordinates written on the label in the two boxes latitude (north/south) and longitude (east/west).
  Accepted format:
  - Latitude: 43 16 40 N - Longitude: 0 23 41 O
  - Latitude: 43º16'40"N - Longitude: 0º23'41"W
  - Latitude: 43º16'40"N - Longitude: 0º23'41"O
  - Latitude: 43,15651 - Longitude: 0,15871

Locate, the more precisely possible, the site in the map by clicking on the 'Map'.

- Click on the map at the place matching the locality written on the label. It is possible to use the search field on the top left of the map.



Screenshot 35: Geolocation contribution